

WORK SESSION AGENDA

February 1, 2022

5:00 p.m.

The purpose(s) of the meeting shall be for the Commission to receive, consider, discuss, deliberate and debate the matters listed herein below and such other public business as may lawfully be undertaken provided that no formal votes are to occur and no matters or issues will be formally decided upon at this meeting.

- I. FirstNet Agenda Item No. 22-866
- II. Re-approve Special Use Permit for 1109 Dayton Blvd
Res. No. 22-1455
- III. Solar Powered Radar Speed Signs Res. No. 22-1456
- IV. Copier Lease Res. No. 22-1457
- V. RJ Young email migration to O365 Res. No. 22-1458
- VI. Red Bank Bicycle Boulevard Res. No. 22-1459
- VII. TML Legislative Conference March 14-15 – Proposed date change for
March 15 Work Session/Regular Commission Meeting to
Wednesday March 16 or Tuesday March 22
- VIII. FRBMSS – draft project plan and framework discussion
- IX. Any other business to discuss

Agenda Item No. 22-866

FirstNet

Police Department

Plan/Equipment	Quantity	Cost	Total	Typical Monthly Fee
Phone Plan	8	\$37.49	\$299.92	\$389.35 (3 month avg)
Phone Plan with Hot Spot	3	\$42.49	\$127.47	
Data Plan	19	\$34.00	\$646.00	\$646.00
		Total Monthly Fee (est)	\$1,073.39	\$1,035.35
Apple Iphone 12	11	\$0.99	\$10.89 (one-time)	

Fire Department

Plan/Equipment	Quantity	Cost	Total	Typical Monthly Fee
Phone Plan with Hot Spot	2	\$42.49	\$84.98	\$72.26 (3 month avg)
Data Plan	5	\$34.00	\$170.00	\$136.00
		Total Monthly Fee (est)	\$254.98	\$208.26
Apple Iphone 12	2	\$0.99	\$1.98 (one-time)	
OtterBox Defender Case	2	\$45.00	\$90.00 (one-time)	

City of Red Bank
Former Red Bank Middle School Site (FRBMSS)
Project Plan and Framework

Phase Zero: Project Plan and Framework review and adoption:

Commission review of the Project Plan and Framework (this document)

- Discuss in Work Session on 1 February
- Consider adoption at Regular Meeting on 15 February

Note: all dates in this Project Plan and Framework are relative to Commission adoption date (for draft purposes, assumed to be 15 February)

Project Governance

- Executive Leadership Team (ELT):
 - o City Manager; Chair
 - o Director of Public Works; Vice Chair
 - o Director of Finance; member
 - o SETD Regional Planner; member
 - o Consultant Principal (once selected); member
 - o Developer/Construction Team Principal(s) (once selected); member
 - o Administrative support provided by Public Works administrative staff and Consultant support staff
- Project Updates:
 - o Milestone updates to the City Commission identified throughout the Project Plan and Framework
 - o Followed by public media releases
- **Commission Decision/Milestones**
 - o "Project Plan and Framework" (15 February, 2022)
 - o Consultant Team award (end of Phase One; targeted for 7 June, 2022)
 - o Discovery update to the Commission (end of Discovery milestone)
 - o Listening + Concept Development update to the Commission (end of Listening and Concept Development milestone)
 - o Final Concept Presentation to the Commission (end of Phase Two; consideration for approval targeted for 21 Feb 2023)
 - o Commission consideration of award to Developer/Construction Team (end of Phase Three; targeted for 18 July 2023)
 - o Planning Commission and City Commission engagement throughout Phase Four (project planning, design, permitting, procurement) as required for routine project planning/zoning issues
 - o Project completion/ribbon cutting expected second half of 2026

Phase One: assemble the Consultant Team

Request for Qualifications (RFQ) to select the Consultant Team (consultant and sub-consultants)

Former Red Bank Middle School Site Planning Consultant	
RFQ Schedule of Events	
The following schedule represents the City of Red Bank's best estimates for this RFQ; however, the City reserves the right, at its sole discretion, to adjust the schedule at any time, or cancel and reissue a similar solicitation.	
Event	Date
RFQ Issued	22-Feb-22
Pre-Response Conference	15-Mar-22
Notice of Intent to Respond Deadline	22-Mar-22
Written "Questions & Comments" Deadline	29-Mar-22
City response to written "Questions & Comments"	5-Apr-22
RFQ Technical Response Deadline	19-Apr-22
Notice of Qualified Respondent(s) Released	3-May-22

Negotiation with the consultant may take up to 5 weeks; Commission consideration of award to Consultant Team targeted for 7 June 2022

Phase Two: develop the concept

Discovery (12 weeks)

The Consultant Team will collect and review the available information, including previous studies, historic data, and planning reports, related to the site and surrounding area, as well as meet with City officials and other agency officials (WWTA, TDEC, others) to develop a broad understanding of the site. The Consultant Team will conduct an inventory of the various existing conditions like land use, zoning, and connectivity for the area. If needed, the Consultant Team will also prepare economic market, traffic, or other studies that support the needs of the site. Additional conversations between the Consultant Team and Client will be required to determine the extent of the project area and identify the necessary sub-consultants needed. The Consultant Team will prepare a report and present its findings to the Commission. Discovery update to the Commission

Listening (8 weeks)

The Consultant Team will develop an engagement strategy tailored to the citizens of Red Bank. This approach intends to share the findings from the Discovery phase, collect citizen feedback, and build consensus around a vision that is supported by the community. The focus will be understanding the wants, needs, and concerns of the citizens. During this phase, the Consultant Team will disseminate information and solicit feedback before specific design or programming is developed.

Engagement strategies may include individual, small group, public meetings, as well as outreach and information sharing via web, social media, press releases, and mailers. The primary objective is ensuring the widest and most diverse audience participates during the engagement process. Emerging themes and results will be shared to demonstrate transparency and build consensus.

Concept Development (8 weeks)

Based on the findings from the Discovery and Listening stages, the Consultant Team will develop two or three concepts for the project site. These initial concepts will be reviewed with the ELT, select agency stakeholders, the Planning Commission and the City Commission for feedback before they are refined and shared with the public for comment. These concepts will explore various programming and land-use options that reflect the information gathered during the Discovery and Listening stages. The Consultant Team will produce plans, sections, precedent imagery, and diagrams to communicate these concepts. The Consultant Team will also provide a comparative summary analyzing the concept option impacts. During the community presentations, various engagement activities will be used to solicit public input. **Listening + Concept Development**

Update to the Commission

Distillation (8 weeks)

Based on feedback in the Concept Development stage a single, preferred concept will be distilled from the concept options and presented to the Planning Commission, the City Commission and the community. The Consultant Team will incorporate feedback based on the Commission's direction to produce a final project concept. This stage is intended to fulfill the requirements of Ordinance 21-1188 regarding the "Sale, Development and Disposition of Real Property". **Final Concept Presentation to the Commission for consideration; target 21 Feb 2023**

RFP (4 weeks)

The Consultant Team will assist in developing an RFP package that includes drawings, precedent imagery, engagement summaries, studies, and other results from the Project Plan and Framework process that supports the City's direction. The City will execute the Developer/Construction Team solicitation.

Phase Three: select the Developer/Construction Team (16 weeks) *:

Commission consideration of award to Developer/Construction Team; targeted for 18 July 2023 *

Phase Four: Developer/Construction Team project planning, design, permitting, procurement (includes all the typical steps regarding possible Planning Commission/City Commission review typical for any similar project): (12-18 months -- July-December 2024) *

Phase Five: project execution (likely up to 24 months – project completion/Commission ribbon cutting expected second half of 2026) *

* ELT governs the project through project completion/ribbon cutting

Notes:

1. Dates included in this document are estimates for planning purposes and are intended to give the reader a sense of the time this may take, beginning in February 2022, and a relative sense of the duration of the various phases. The dates also assume each individual step occurs as planned. The dates established in this draft are likely to change over time
2. This plan is intended to be a living document; indeed, the various phases and stages are likely to change over time as staff, consultants, developers, Community input and Commission decisions guide this project over time
3. The Commission may choose to create a “FRBMSS Advisory Committee” to assist in this process as the Commission sees fit. If that is desired, Ordinance 21-1181 provides a framework to establish such a committee. The exact role of such a committee would need to be developed, but an oversight role may be helpful to facilitate engagement and transparency

References:

- Ordinance 21-1181 An Ordinance of the City of Red Bank, Tennessee, to set out a process and guidelines for establishing and the functioning of Citizens Advisory Boards and or Committees for the purpose of assisting the City Commission in discharging its duties an obligations
- Ordinance 21-1188 An Ordinance of the City of Red Bank, Tennessee, establishing processes and procedures for the sale, development and disposition of Real Property, codified in the Red Bank City Code in the Appendix, Chapter F, thereof and assigned the title: Sale, Development and Disposition of Real Property

DRAFT

City of Red Bank

Hollie Berry
Mayor

Martin Granum
City Manager

BOARD OF COMMISSIONERS MEETING

Agenda

February 1, 2022

6:00 p.m.

I. Call to Order – Mayor Hollie Berry

II. Roll Call – City Recorder

Mayor Hollie Berry _____ Vice Mayor Stefanie Dalton _____, Commissioner Ruth Jeno _____,
Commissioner Ed LeCompte _____ Commissioner Pete Phillips _____

III. Invocation – Pastor Pat McKenna, Mountain Creek Baptist Church

IV. Pledge of Allegiance – City Manager

V. Consideration of the Minutes for approval or correction:

- A. January 18, 2022 Work Session
- B. January 18, 2022 Commission Meeting

TEMPORARY ADJOURNMENT OF REGULAR MEETING

VI. Beer Board Meeting

- A. Call to Order – Mayor Hollie Berry
- B. Roll Call – City Recorder
- C. Consideration of the Minutes for approval or correction:
 - 1. January 18, 2022 Beer Board Meeting
- D. Adjournment

RECONVENE REGULAR MEETING

VII. Communication from the Mayor

VIII. Commissioner's Report

- A. Vice Mayor Stefanie Dalton
- B. Commissioner Ruth Jeno
- C. Commissioner Ed LeCompte
- D. Commissioner Pete Phillips

IX. City Manager Report

X. Unfinished Business

- A) ORDINANCE NO. 22-1204 AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, TO AMEND AND UPDATE AND REVISE TITLE 12, CHAPTER 3, SECTIONS 301 ET. SEQ. OF THE RED BANK CITY CODE WITH RESPECT TO THE ADOPTION AND ENFORCEMENT OF THE ELECTRICAL CODE (second and final reading)

XI. New Business

- A) AGENDA ITEM NO. 22-866 SWITCHING FIRE DEPARTMENT AND POLICE DEPARTMENT TO FIRSTNET (AT&T STATE CONTRACT)

- B) RESOLUTION NO. 22-1455 A RESOLUTION OF THE CITY OF RED BANK, TENNESSEE PERMITTING A MULTIFAMILY HOUSING DEVELOPERMENT, LIMITED TO CONDOMINIUM USE, AT 1109 DAYTON BOULEVARD, SUBJECT TO CONDITIONS
- C) RESOLUTION NO. 22-1456 A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING PURCHASE OF FOUR SOLAR POWERED RADAR SPEED SIGNS, IN THE AMOUNT OF \$10,896.00
- D) RESOLUTION NO. 22-1457 A RESOLUTION APPROVING AN ADDITIONAL AGREEMENT AND AN ADDENDUM TO AN EXISTING AGREEMENT BETWEEN THE CITY OF RED BANK, TENNESSEE, AND MSA, INC. FOR THE LEASE OF TWO (2) MULTI-FUNCTION COPY MACHINES
- E) RESOLUTION NO. 22-1458 A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF RED BANK, TENNESSEE, AND RJ YOUNG COMPANY FOR EMAIL MIGRATION FROM ON PREM EXCHANGE TO OFFICE 365 FOR ALL CITY USERS; TOGETHER WITH MONTHLY MANAGEMENT FEES THROUGH JUNE 2022
- F) RESOLUTION NO. 22-1459 A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING THE CITY OF RED BANK TO ACCEPT A GRANT IN THE AMOUNT OF \$613,536.00 WITH A 20% MATCH REQUIREMENT IN THE AMOUNT OF \$153,384.00 FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) FOR THE CONGESTION MITIGATION AND AIR QUALITY (CMAQ) STATEWIDE PROJECT

**XII. Citizen Comments from Red Bank Citizens on Items not on the Agenda
(3 minute limit)**

XIII. Adjournment

"Any invocation that may be offered before the official start of the Commission meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission and do not necessarily represent the religious beliefs or views of the Commission in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to actively participate in the business of the Commission."

City of Red Bank

Hollie Berry
Mayor

Martin Granum
City Manager

COMMISSIONERS AGENDA WORK SESSION

Minutes
January 18, 2022
5:00 p.m.

The City Commission of the City of Red Bank, Tennessee met in a public and duly advertised Agenda Work Session on January 18, 2022 at 5:00 p.m. at the Commission Chambers located at 3117 Dayton Boulevard. The date, time and location of the meeting was advertised in the Chattanooga Times Free Press, on the City's Facebook page and on the City of Red Bank website together with instructions and an internet link to enable virtual attendance by the public. The purpose of the meeting was to receive information on and discuss upcoming business items. Those in attendance were Mayor Hollie Berry, Vice Mayor Stefanie Dalton, Commissioner Ruth Jenó and Commissioner Pete Phillips. Commissioner Ed LeCompte was unable to attend. Also present were City Attorney Arnold Stulce, Jr., City Manager Martin Granum, Fire Chief Brent Sylar, Police Chief Dan Seymour, Public Works Director Greg Tate and City Recorder Tracey Perry and those listed on Exhibit A.

- I. American Rescue Plan (ARP) funds and Tennessee Department of Environment and Conservation (TDEC) funds allocation proposals
City Manager Granum presented a hand-out, attached as Exhibit A, with initial categories proposed for use of the funds. Much discussion ensued.
- II. Loan Application for outfitting the new Police vehicles Resolution No. 22-1454 (Alexander)
Finance Director Alexander was unable to attend. City Manager Granum explained the intent of the Resolution, i.e. to spread the capital costs over three (3) years, that will be presented at the regular Commission Meeting, i.e. to authorize the acquisition and outfitting of four (4) new police vehicles in the amount not to exceed \$137,603.00.
- III. Electrical Code update Ordinance No. 22-1204 (Tate)
Public Works Director Tate explained the intent of the Ordinance, i.e. to adopt and enforce a new electrical code and to revise the procedures for appointing the City Electrical Inspector.
- IV. Beer Board Hearing – Mr. Burrito
City Manager Granum advised that the application for on premise consumption beer permit has been reviewed, the Police Chief found no issues and the recommendation is to approve the application.
- V. Any other business to discuss
Commissioner Phillips inquired on the planning of the Jubilee scheduled for the first Saturday in May.

The meeting was adjourned at 5:40 p.m.

Mayor Hollie Berry

(date)

City Recorder Tracey Perry

(date)

ARP in Red Bank

RED BANK ARPA CONSIDERATIONS #1 STRATEGY - \$1,756,543.70 (received 2021)

ALLOCATION #2: \$1,756,543.70 (expected late 2022)

- A) Stormwater Infrastructure
- B) Technology
- C) Facilities Improvement
- D) Employee Premium Pay
- E) Police In-car camera systems
- F) Fire Radio Replacement
- G) Non-Profit Relief Endeavors
- H) Ashmore Ave slide repairs
- I) HC 911

Separate allocation: approximately \$1.6M from TDEC for water, wastewater, stormwater, possibly with a 30% match. Much is still unknown at this early stage; TDEC is developing guidance

Discussion draft 18 Jan 2022
City Manager Martin Granum

Hollie Berry
Mayor

City of Red Bank
BEER BOARD MEETING
Minutes
January 18, 2022
6:00 p.m.

Martin Granum
City Manager

- A. Call to Order** – Mayor Berry called the Beer Board meeting to order at 6:05 p.m.
- B. Roll Call** – City Recorder Tracey Perry called the roll. Mayor Berry, Vice Mayor Stefanie Dalton, Commissioner Ruth Jenó, Commissioner Ed LeCompte and Commissioner Pete Phillips were present. Also present was City Attorney Arnold Stulce, Jr.; City Manager Martin Granum; Fire Chief Brent Sylar; Police Chief Dan Seymour; Public Works Director Greg Tate; City Recorder Tracey Perry and those listed on Exhibit A with the Regular Commission Meeting Minutes.
- C. New Business**
- 1. Application for an On-Premise Permit By Jose Vazquez Vargas, dba Mr. Burrito Grill II, 2601 Dayton Boulevard, Red Bank, Tennessee 37415**
Mayor Berry called the matter for action, advised that the City staff has recommended approval and invited the applicant to come forward. Mr. Vargas confirmed that he received a copy of the Red Bank beer ordinance and that he has read and understands the ordinance and has no questions concerning the ordinance. Chief Seymour verified that the police department was provided results of a TBI background investigation on Mr. Baker with favorable results and verified that the premises complies with all distance and location requirements. Commissioner Phillips made a motion to approve, seconded by Vice Mayor Dalton. No discussion. The On-Premise Permit for Mr. Burrito Grill II, located at 2601 Dayton Boulevard was approved with all Commissioners voting “yes”.
- D. Adjournment**
The Beer Board meeting was adjourned at 6:08 p.m.

Mayor Hollie Berry (date)

City Recorder Tracey Perry (date)

BOARD OF COMMISSIONERS MEETING

Minutes
January 18, 2022
6:00 p.m.

The City Commission of the City of Red Bank, Tennessee met, in regular and duly advertised session, at the Commission Chambers located at 3117 Dayton Boulevard. Notice of the meeting and instructions for virtually monitoring same was duly advertised in the Chattanooga Times Free Press and by posting on the City's website and Facebook page and by posting written notice of same on the front door of City Hall.

- I. **Call to Order** – Mayor Hollie Berry called the meeting to order at 6:00 p.m.
- II. **Roll Call** – City Recorder Tracey Perry called the roll. Mayor Berry, Vice Mayor Stefanie Dalton, Commissioner Ruth Jeno, Commissioner Ed LeCompte and Commissioner Pete Phillips were present. Also present was City Attorney Arnold Stulce, Jr.; City Manager Martin Granum; Fire Chief Brent Sylar; Police Chief Dan Seymour; Public Works Director Greg Tate; City Recorder Tracey Perry and those listed on Exhibit A.
- III. **Invocation – Minister Adam Whitescarver – Red Bank Cumberland Presbyterian Church**
Minister Whitescarver was present and lead the invocation.
- IV. **Pledge of Allegiance – City Manager**
- V. **Consideration of the Minutes for approval or correction:**
 - A. **January 4, 2022 Work Session**
NONE
 - B. **January 4, 2022 Commission Meeting**
Commissioner Jeno made a motion to approve as written, seconded by Commissioner LeCompte. Motion carried with all Commissioners voting "yes".
- VI. **Beer Board Meeting**
Mayor Berry temporarily adjourned this Commission meeting at 6:05 p.m. to hold a Beer Board meeting. This Commission meeting was reconvened at 6:10 p.m.
- VII. **Communication from the Mayor**
 - Attended a gathering last week with the Flood Ready Tennessee Coalition at the TN State Capitol to discuss the difficulty small towns face when trying to access resources to address flooding
 - Celebrated Martin Luther King, Jr Day yesterday and suggested that we can all honor his memory by signing up for volunteer events in his name and keeping voter registrations up to date
 - Yesterday was recently deceased Betty White's 100th birthday. McKamey Animal Shelter celebrated her with the "Betty White Challenge" and raised over \$15,000.00. They will also be hosting an adoption event, from January 18 to 23, with adult dog adoption fees of \$17.00. BeCaffeinated donated yesterday's proceeds from sales of their "Betty White Mocha" to McKamey.
 - There is a Public Hearing on January 26 at 6 p.m. for the requested rezoning of 2101 Dayton Boulevard. Interested citizens are encouraged to attend.
 - The next Red Bank Community Food Pantry will be January 26 from 4:30 to 6 p.m. at the Red Bank United Methodist Church.
- VIII. **Commissioner's Report**
 - A. **Vice Mayor Stefanie Dalton**
 - Welcome everyone.

- Welcome current Red Bank County Commissioner, David Sharpe.
- Projected uses for the American Rescue Plan funds were discussed at the earlier Work Session tonight.
- Senator Bo Watson hosted an Education Town Hall last Thursday, January 13. Great information and common concerns were shared. To learn more go to www.tn.gov/education/tnedufunding.
- It is National Blood Donor month. O blood types are especially needed. Gift cards are available as incentives.
- Please visit HiveThinkMedia! podcast to hear an interview with Blake Pierce, founder of White Oak Bicycle Co-Op.
- There was a planned clean-up day in honor of Martin Luther King Day scheduled yesterday, but due to weather it was rescheduled for Saturday, January 22 from 10 a.m. to 12 p.m. Plan for cold weather.
- Local schools can always use donations of light snacks.
- Red Bank Middle and Red Bank Elementary Schools what to thank parents that have kept their students home while running a fever and until no longer symptomatic.
- February 24 from 5 to 7 p.m. Red Bank High School will be hosting a Community Fair. More information to come later.
- Go to covidtest.gov to order free home Covid tests. Limited at present to four (4) per household.

B. Commissioner Ruth Jeno

- Welcome everyone tonight. Welcome to Red Bank's WMTA Representative Rick Causer and current Red Bank Hamilton County Commissioner David Sharpe.
- Congratulations to Commissioner LeCompte for his 44th anniversary working for the City of Chattanooga.
- Valentines for Veterans workshop will be January 29 at 11 a.m. at the Red Bank Community Center.
- The business known as The Mustard Seed will be moving from Chattanooga to Red Bank, at a location on Dayton Boulevard.
- Announced her intention to run for election to the Hamilton County Commission for the District 6 seat.

C. Commissioner Ed LeCompte

- Thanked everyone for coming this evening. Special recognition to current Red Bank Hamilton County Commissioner David Sharpe.

D. Commissioner Pete Phillips

- Thanked everyone for coming. Thanks to David Sharpe and Rick Causer.
- Many big changes happening in Red Bank. Big thanks to Mr. Burrito for opening a business here. Thanks to Edward Jones as well.
- Big shout out to our Police, Fire and Public Works Departments for keeping us safe during the recent bad weather.

IX. City Manager Report

- Recent weather predictions have caused Staff to be on alert for changing conditions and did respond to some minor issues that occurred.
- Our application for this year's highly competitive multi-modal grant was not selected.
- Much staff effort has been exerted into the ongoing application and request to rezone 2101 Dayton Boulevard from C-1 to RT-1. Everyone is encouraged to attend the meeting on January 26 at 6 p.m.
- Mid-year finance outlook: according to Finance Director Alexander, we are in a good place and where we expected them to be.
- We continue to work with MTAS on the salary study with intention to have a proposal ready for consideration the FY 2023 budget process.
- Discussion continues with Trust for Public Land concerning two (2) potential new trails connecting to the White Oak Connector Trail already in progress.

- Plans continue for the Jubilee planned for May 7, 2022.
- He has now completed the "Discovery Phase" of the Former Red Bank Middle School Site project. He plans to have information to present at the February 15 meeting.

X. Unfinished Business
NONE

XI. New Business

A) RESOLUTION NO. 22-1454 RESOLUTION OF THE CITY OF RED BANK, TENNESSEE, AUTHORIZING THE ISSUANCE OF INTEREST BEARING POLICE DEPARTMENT CAPITAL OUTLAY NOTES, SERIES 2022, IN AN AMOUNT NOT TO EXCEED \$137,603, AND PROVIDING FOR THE PAYMENT OF SAID NOTES

Mayor Berry read the caption and called the matter for action. City Manager Granum stated the intent of the Resolution, i.e. to authorize the issuance of a capital outlay note for the Police Department to finance the acquisition and equipping of four (4) new police vehicles, in the amount not to exceed \$137,603.00. Vice Mayor Dalton made a motion to approve, seconded by Commissioner Jeno. No discussion. No citizen comments. Resolution No. 22-1454 was approved with all Commissioners voting "yes".

B) ORDINANCE NO. 22-1204 AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, TO AMEND AND UPDATE AND REVISE TITLE 12, CHAPTER 3, SECTIONS 301 ET. SEQ. OF THE RED BANK CITY CODE WITH RESPECT TO THE ADOPTION AND ENFORCEMENT OF THE ELECTRICAL CODE (first reading)

Mayor Berry read the caption and called the matter for action. Public Works Director Tate stated the intent of the Ordinance, i.e. to adopt and enforce the newly updated electrical code and to provide a mechanism for selection of the official electrical inspector for the City. Commissioner Jeno made a motion to approve, seconded by Commissioner LeCompte. No discussion. No citizen comments. Roll Call Vote: Mayor Berry "yes", Vice Mayor Dalton "yes", Commissioner Jeno "yes", Commissioner LeCompte "yes" and Commissioner Phillips "yes". Ordinance No. 22-1204 was approved on first reading.

XI. Citizen Comments from Red Bank Citizens on Items not on the Agenda
(3 minute limit)

Rick Causer, 3802 Pickering Ave – Congratulated Commissioner Jeno on her decision to run for County Commissioner

Davis Guedron, 4810 Stagg Rd – inquired on how to interact with the WWTa about issues concerning Red Bank citizens

Laurie Dworak, 225 Ppoole Ave – also inquired on citizen interaction with WWTa concerning run-off and flooding issues that have not been addressed and the quality of their representation at the WWTa

Jamie Nelson, 12 Holiday Ln – inquired about the state law requiring that property owners, having access to a sewer line, being required to pay a sewer fee to WWTa, even if not actually connected to the sewer system

XII. Adjournment

A motion to adjourn was made by Commissioner Jeno, seconded by Commissioner Phillips. Motion carried with all present Commissioners voting "yes". The meeting was adjourned at 6:44 p.m.

Mayor Hollie Berry

Date

City Recorder Tracey Perry

Date

ORDINANCE NO. 22-1204

**AN ORDINANCE OF THE CITY OF RED BANK, TENNESSEE, TO
AMEND AND UPDATE AND REVISE TITLE 12, CHAPTER 3,
SECTIONS 301 ET. SEQ. OF THE RED BANK CITY CODE WITH
RESPECT TO THE ADOPTION AND ENFORCEMENT OF THE
ELECTRICAL CODE**

WHEREAS, it is necessary from time to time for the current revisions of the national electrical code and other updates and amendments to the Electrical Code of the City of Red Bank to be reviewed, enacted and adopted;

WHEREAS, certain practical aspects of the Electrical Code as currently enacted are in need of review, amendment, update and modification;

WHEREAS, the Hamilton County Electrical Inspector, who has been the designated “Electrical Inspector” for the City of Red Bank for a number of years has determined and advised the City of Red Bank that person/office is no longer willing to perform the function of official Electrical Inspector for the City of Red Bank; and

WHEREAS, since the 2011 edition of The National Electrical Code, has been adopted by the City, additional editions have been issued in 2017 and in 2020, it becomes necessary and appropriate for the benefit for the citizens of the City of Red Bank to adopt the most recent version of the National Electrical Code, i.e. the 2020 edition, together with all amendments and appendices therein provided, enacted, and or adopted;

NOW, THEREFORE, IN CONSIDERATION OF THE PREMISES, BE IT ORDAINED by the City Commission of the City of Red Bank, Tennessee, as follows:

SECTION 1. Title 12, Chapter 3, Section 12-301 **Electrical Code Adopted** is amended to delete the following words and phrases: “The National Electrical Code, 2011 edition” and there is substituted in its place instead the following:

“The National Electrical Code, 2020 edition” in its place instead

BE IT FURTHER ORDAINED that the following paragraph is added to say Section 12-301:

In addition, and in order to provide for additional efficiency and interjurisdictional consistency, having confirmed that Hamilton County has also adopted and or is in the process of adopting The National Electrical Code 2020 edition, as amended and appended, the City of Red Bank hereby prospectively adopts and incorporates by reference any additional amendments and or revisions to The National Electrical Code as shall be hereafter periodically adopted and or accepted and or enacted and or enforced by Hamilton County, Tennessee as the Electrical Code

for the City of Red Bank, and such amendments, and adoptions by Hamilton County shall, ipso facto, be construed so as to amend the provisions of this Ordinance.

SECTION 2. Title 12, Chapter 3, Section 12-305 **Chief Electrical Inspector** is amended by deleting the same in its entirety and substituting in its place instead the following:

12-305 **Chief Electrical Inspector**. The City Manager shall be responsible for selecting, retaining and designating a qualified Chief Electrical Inspector for the City of Red Bank, which person shall be an electrical inspector currently registered with and licensed by the State of Tennessee and who shall also possess such other qualifications and experience as the City Manager shall determine to be necessary or appropriate from time to time. In the discretion of the City Manager, the duly designated Hamilton County Electrical Inspector, or the duly designated Electrical Inspector(s) of any other municipality in Hamilton County, as long as such person(s) otherwise meet(s) the minimum standards hereinabove set forth, may be designated to perform inspection duties and activities for the City of Red Bank under the provisions of this Chapter as needed and from time to time. The City Manager is hereby expressly authorized to enter such governmental agreements as may be necessary or convenient to effectuate this discretionary function. The Chief Electrical Inspector for the City of Red Bank may be, in the discretion of the City Manager, a full or part time employee or an independent contractor for such electrical inspection duties as the City Manager may find necessary, convenient, or appropriate from time to time.

The Chief Electrical Inspector is hereby authorized, empowered and directed to regulate and determine the placement of electrical lights, electrical wires, power wires into and on any building and or structures and or facilities in the city so as prevent fires, accidents or injuries to persons or properties. The Inspector shall cause all electrical appliances, equipment or apparatus to be so placed, constructed and guarded as not to cause fires, or accidents or endanger life or property, all in compliance with the provisions of the then currently adopted Electrical Code for the City of Red Bank. Whenever in the judgment of said Chief Electrical Inspector any inspection of any electric wires, apparatus, or appliances shall be defective by reason of improper or insufficient insulation, for obsolescence, for inadequacy of capacity or any other reason consistent with the then applicable version of the City's Electrical Code, the said Electrical Inspector shall at once cause the immediate removal of such defect and shall be empowered to cause the disconnection of any such facility, building, apparatus, equipment etc. from the public electric supply as shall then be necessary.

SECTION 3. Title 12, Chapter 3, Section 12-306 **Inspector's Right of Entry** shall be and is hereby amended by adding the words "spaces, enclosures, properties and facilities" immediately following the word "building" in the second line of said Section 12-306 and also following "buildings" in the sixth line of said Section 12-306.

SECTION 4. Title 12, Chapter 3, Section 12-308. **Covering Uninspected Work** shall be amended by adding, an additional sentence at the end of the said Section 12-308 as follows: If the inspector shall find any such previously uninspected work to have been previously covered, so

that the same cannot be seen, observed and inspected the inspector is authorized to require the same to be uncovered, at the expense of the owner/electrical contractor or other person or entity then in control of the particular premises, building, space, enclosure and or property then currently at issue.

SECTION 5. Title 12, Chapter 3, Section 12-310. **Re-inspecting Existing Wiring** shall be amended as follows: Add the words “and or any other electrical appliance, fixture, apparatus and or equipment” immediately after the word “wiring” and immediately before the word “installation” in the second line of said Section 12-310.

SECTION 6. Title 12, Chapter 3, Section 12-317. **Permit Fees for Contractors** subsection (1) of said Section 12-317 is amended (a) by deleting the words “The City Commission having acted by Ordinance and contract to designate the Hamilton County Electrical Inspector as the Electrical Inspector for the City of Red Bank” from Subsection (1) such that the first word of Subsection (1) is the word “The” as otherwise currently provided in Subsection (1), and (b) by incorporating and adopting the following fee schedules:

(1) **Residential Electrical Permit Fees:**

Item	Fee
*Permit Fee	\$50.00
*Inspection Fee (Rough-in/Final)	\$70.00
Re-Inspection Fee	\$35.00
Temp. Service (100 amp max)	\$20.00
Inspection Fee (when power is out over one year)	\$50.00

(2) **Commercial Electrical Permit Fees:**

Item	Fee
0-30 Amp Circuits	\$4.00 each
31-100 Amp Circuits	\$8.00 each
100 Amp Circuits or More	\$16.00 each
Temp. Service (100 amp max)	\$35.00
Service over 600 volts (\$0.40 per KVA \$100 minimum)	\$100.00 minimum
Re-Inspection Fee	\$35.00
Sign: 25 square feet or less	\$40.00
each additional square foot (over 25 square feet)	\$0.40
Signs re-erected on same location (same supports)	\$40.00
Signs removed from one location to another (permit to be taken for new location plus \$0.40 per sq. ft. over 25)	\$40.00 minimum
Permit not required for sign removal	
*Permit Fee	\$50.00

SECTION 7. Title 12, Chapter 3, Section 12-317 Subsection (2) is further amended by deleting the words “Hamilton County Electrical Inspectors Office” from the second line of said

Subsection (2) and substituting in its place instead thereof "The Office from the Red Bank Chief Electrical Inspector's Office, or such entity, person, place or Office located in the City of Red Bank, Tennessee as shall be designated by the City Manager, from time to time".

SECTION 8. Title 12, Chapter 3, Section 12-319. **Notice, Correction of Defects Etc.** shall be amended by deleting the words "Three (3) dollars for compliance" from Subsection (1) and substituting in place instead thereof the following:

See Section 12-317 for fee schedules

SECTION 9. Every section, clause, and phrase of this Ordinance is separable and severable. Should any section, sentence, clause, or phrase be declared unconstitutional or invalid by a court of competent jurisdiction, said unconstitutionality or invalidity shall not effect or impair any other section, sentence, clause, or phrase.

SECTION 10. This Ordinance shall take effect from and after the date of its final passage the health, safety and welfare of the citizens of the City of Red Bank requiring it.

Mayor Hollie Berry (date)

City Recorder Tracey Perry (date)

January 18, 2022
Passed on First Reading

Passed on Second and Final Reading

Approved as to form:

City Attorney

RESOLUTION NO. 22-1455

**A RESOLUTION OF THE CITY OF RED BANK, TENNESSEE PERMITTING A
MULTIFAMILY HOUSING DEVELOPERMENT, LIMITED TO CONDOMINIUM
USE, AT 1109 DAYTON BOULEVARD, SUBJECT TO CONDITIONS**

WHEREAS, Method Architecture on behalf of Cottage Partners, LLC has submitted an application for a Special Use Permit to allow a 42-unit residential condominium development at 1109 Dayton Boulevard that, as proposed would not include any commercial components,

WHEREAS, 1109 Dayton Boulevard is within the C-1 Commercial Zone,

WHEREAS, Section 14.402.02 Part (Q) of the Red Bank Zoning Ordinance permits residential uses when part of a mixed-use commercial development with only offices and/or commercial uses on the ground floor,

WHEREAS, Section 14-402.02 Part (U) permits “any use similar in character and impact as the above uses. Final interpretation, if necessary shall be by the Red Bank City Commission upon recommendation of the Planning Commission.”

WHEREAS, the planning commission provided an opportunity to submit comments in favor of or against the proposed limited condominium use development at an advertised public meeting held in conjunction with its regular meeting on October 21, 2021; and

WHEREAS, the planning commission recommended approval of the proposed limited usage of the property as a condominium development subject to conditions, and the issuance of a special use permit therefore, subject to certain conditions; and

WHEREAS, the City Commission has thoroughly reviewed the application and use proposed by Method Architecture i.e., use as a residential condominium development and is of the opinion the issuance of a special use permit allowing for the construction of a 42-unit residential condominium building without a commercial component will, subject to the stated conditions, not have a negative effect on the surrounding area and meets the requirements and intent of the Red Bank Zoning Ordinance Section 14.402.02 (U).

NOW THEREFORE BE IT RESOLVED by the City Commission of the City of Red Bank, Tennessee as follows:

SECTION 1. The use of the property at 1109 Dayton Boulevard as a 42-unit residential condominium development with no commercial component is permissible under Section 14-402.02 Part (U) provided the development meets the conditions listed in Section 2 of this Resolution.

SECTION 2. Design, review, approval and issuance of building permits for the proposed 42-unit residential condominium development at 1109 Dayton Boulevard shall be subject to the following conditions:

1. No building permit shall be issued unless and except upon the underlying real property be first subjected to the imposition of a Horizontal Property Regime Declaration pursuant to Tennessee Code Annotated §§ 66-27-101 et seq. and recorded in the Register's Office of Hamilton County, Tennessee, the form and content of which is subject to the approval of the Red Bank Planning Commission.

2. Parking shall be provided at the rate of 1.25 spaces per single bedroom unit and 1.75 spaces per two-bedroom unit.

3. A traffic impact study shall be conducted and submitted to the City of Red Bank for further review as part of the design review process as a pre-condition to the issuance of any building permit(s).

4. No other residential usage shall be allowed or occur hereafter except as hereinabove specifically set forth, i.e. residential condominiums.

5. If any other residential usage shall occur hereafter, other than as above provided, without a formal zoning re-classification of the property by the City of Red Bank, this special use permit shall *ipso facto* be of no further force and effect and shall be null and void and the zoning shall thereby automatically be once again and immediately be restricted to permitted C-1 commercial zone uses.

SECTION 3. This Resolution constitutes the issuance of a Special Use Permit for the purposes of and subject to the conditions hereinabove stated.

SECTION 4. Failure of the Owner/Applicant to sign in the blank herein below provided, Accepting, Acknowledging and Agreeing to the conditions herein provided, within Forty-Five (45) days of the date hereof, shall result in this Resolution and Special Use Permit thereby becoming automatically null and void and no further effect.

Resolved this the 1st day of February, 2022.

Approved by a vote of _____ Ayes and _____ Nays at the regular meeting of the Red Bank City Commission February __, 2022.

Mayor Hollie Berry (date)

ATTEST: City Recorder Tracey Perry (date)

AGREED AND ACCEPTED AS TO CONDITIONS:
Null and Void if not signed within 45 days of Approval.

Owner/Applicant (Date)

RESOLUTION NO. 22-1456

A RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING PURCHASE OF FOUR SOLAR POWERED RADAR SPEED SIGNS, IN THE AMOUNT OF \$10,896.00

WHEREAS, the City of Red Bank solicited for competitive bids for four (4) solar powered radar speed signs; and

WHEREAS, three (3) bids were received; and

WHEREAS, after reviewing the bids and associated documentation, it was found that Traffic Logix Corporation was the lowest and best conforming bid; and

WHEREAS, funds for this purchase are not budgeted for FY 2022, however the State Street Aid fund will be utilized for this purchase; and

WHEREAS, it is necessary for the City Commission to approve the purchase of four (4) solar powered radar speed signs.

NOW, THEREFORE BE IT RESOLVED by the City Commission of the City of Red Bank, Tennessee that the purchase of four (4) solar powered radar speed signs, in the amount of \$10,896.00, from Traffic Logix Corporation, be and is hereby approved, subject to approval of the final documentation by the City Attorney.

BE IT FURTHER RESOLVED that the City Manager or the Mayor is authorized to sign and execute the contract upon approval by the City Attorney.

Resolved this 1st day of February, 2022.

Mayor Hollie Berry (date)

City Recorder Tracey Perry (date)

RESOLUTION NO. 22-1457

A RESOLUTION APPROVING AN ADDITIONAL AGREEMENT AND AN ADDENDUM TO AN EXISTING AGREEMENT BETWEEN THE CITY OF RED BANK, TENNESSEE, AND MSA, INC. FOR THE LEASE OF TWO (2) MULTI-FUNCTION COPY MACHINES

WHEREAS, the City Administration has identified a need to lease a new color multi-function copier for City Hall and to add a second multi-function copier to the Police Department; and

WHEREAS, the terms of the lease agreement price for the color multi-function copier is based on a 60 month lease program and the additional multi-function copier will be added to the existing 60 month lease program already in place; and

WHEREAS, it is necessary for the City Commission to approve the agreements for the lease of these two (2) copy machines.

NOW, THEREFORE BE IT RESOLVED by the City Commission of the City of Red Bank that the sixty (60) month lease agreement with MSA, Inc. for the lease of one (1) color multi-function copy machine, located in City Hall, in the amount of \$1,703.88 a year (\$141.99 per month) plus \$.01 per black and white copy over 2,000 copies and \$0.05 per color copy over 500 copies and the addendum to the existing sixty (60) month lease agreement with MSA, Inc. for the lease of one (1) additional multi-function copy machine, located in the Police Department, for the additional monthly cost of \$86.48 per month, be and is hereby approved.

BE IT FURTHER RESOLVED that the City Manager is authorized to sign and execute the lease agreement upon approval by the City Attorney.

Resolved this 1st day of February, 2022.

Mayor Hollie Berry (date)

City Recorder Tracey Perry (date)

RESOLUTION NO. 22-1458

A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF RED BANK, TENNESSEE, AND RJ YOUNG COMPANY FOR EMAIL MIGRATION FROM ON PREM EXCHANGE TO OFFICE 365 FOR ALL CITY USERS; TOGETHER WITH MONTHLY MANAGEMENT FEES THROUGH JUNE 2022

WHEREAS, the City of Red Bank, Tennessee, currently has an agreement with RJ Young Company for Information Technologies (IT) services, as approved in Resolution No. 16-1129; and

WHEREAS, the City of Red Bank is in the process of updating the email platform for all City Users; and

WHEREAS, as a part of that update, the current platform will need to be upgraded and emails migrated to the new platform; and

WHEREAS, the City's current Contract with RJ Young Company was approved in 2016, as an automatically renewing one (1) year contract, with a recurring monthly fee of \$2,695.00 and the City wishes to continue service with RJ Young Company; and

WHEREAS, the one-time cost for migration and upgrading is \$25,440.00 and the monthly cost for managing the new email platform is \$885.00 through the end of June 2022; and

WHEREAS, it is necessary for the City Commission to approve the agreement with RJ Young Company for upgrade and migration of the email services for all City Users, and for management services through the end of June 2022.

NOW, THEREFORE BE IT RESOLVED by the Commission of the City of Red Bank, Tennessee, that the agreement between the City of Red Bank, Tennessee, and RJ Young Company for services herein listed above, be and is hereby approved.

BE IT FURTHER RESOLVED that the City Manager is authorized to sign and execute the agreement upon approval by the City Attorney.

APPROVED BY: ____ Ayes and ____ Nays

at the Commission Meeting of February 1, 2022.

Mayor Hollie Berry (date)

City Recorder Tracey Perry (date)

RESOLUTION NO. 22-1459

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF RED BANK, TENNESSEE AUTHORIZING THE CITY OF RED BANK TO ACCEPT A GRANT IN THE AMOUNT OF \$613,536.00 WITH A 20% MATCH REQUIREMENT IN THE AMOUNT OF \$153,384.00 FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) FOR THE CONGESTION MITIGATION AND AIR QUALITY (CMAQ) STATEWIDE PROJECT

WHEREAS, the safety and wellbeing of the citizens of the City of Red Bank is of the greatest importance; and

WHEREAS, via Resolution No. 21-1415 the City earlier applied for a CMAQ grant from TDOT in the context of seeking funds for the design and construction of a 2.2 mile "Red Bank Bicycle Boulevard" paved connector through the City in order to provide a safe bicycle route and as part of a shared roadway concept parallel to Dayton Boulevard; and

WHEREAS, the total cost of this project has been estimated to be in the amount of \$766,920.00 which formed the basis of the application for grant funding approved via Resolution No. 21-1415; and

WHEREAS, TDOT has notified the City that Red Bank's application for the grant funding has been approved in the amount applied for with an 80% grant (CMAQ) a 20% (Red Bank) match formula for the Red Bank Bicycle Boulevard project; and

WHEREAS, the City of Red Bank is now authorized to participate in the CMAQ funding grant program by TDOT, and

WHEREAS, TDOT has accepted Red Bank's proposal and the City will, by virtue of the grant approval letter from TDOT dated January 14, 2022, copy attached as Exhibit A receive up to \$613,536.00 in grant funds with a required \$153,384.00 local match requirement; and

WHEREAS, as the project is designed, bid and constructed the City may be required to expend funds above the recited \$153,384.00 local match requirement in order to complete the project.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF RED BANK, TENNESSEE as follows:

SECTION 1. That the City of Red Bank, Tennessee is hereby authorized to accept grant funding through the TDOT CMAQ grant funding program in the amount of up to \$613,536.00, the same requiring a local City match amount of not less than \$153,384.00.

SECTION 2. That the City Manager, subject to the approval of the form and content by the City Attorney, is authorized to execute for and on behalf of the City, any and all further Letters, Agreements, Grant Applications or other necessary documentation in order to further the

grant acceptance process but with final approval of design and construction contracts being reserved to the City Commission by means of subsequent Resolutions.

Resolved this 1st day of February, 2022.

Mayor Hollie Berry (date)

City Recorder Tracey Perry (date)



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

COMMISSIONER'S OFFICE
SUITE 700, JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TENNESSEE 37243-1402
(615) 741-2848

COPY

JOSEPH GALBATO, III
INTERIM COMMISSIONER

BILL LEE
GOVERNOR

January 14, 2022

Tracey Perry; City Recorder
Red Bank
3105 Dayton Blvd
Red Bank, TN 37415

Dear Ms. Perry,

It is my pleasure to inform you that the Tennessee Department of Transportation (TDOT) has selected your proposal for funding under the Congestion Mitigation and Air Quality Improvement (CMAQ) Program. The City of Red Bank – Bike-Walk Boulevard will receive \$613,536 in federal CMAQ funds, with a \$153,384 Local Match requirement. The total project cost is \$766,920. The federal amount is pending any ADA Compliance findings per Instructional Bulletin No. 19-02. Should any new or additional compliance issues arise during the project process, the total project award and/or match amounts will need to be adjusted accordingly.

All CMAQ projects must meet the Federal Highway Administration's (FHWA) Buy America requirements (23 USC 313 and 23 CFR 625.410) for any steel or iron product, including protective coatings, that are permanently incorporated in the project. The first year of funding for this project will be determined by the amount of CMAQ funds TDOT receives, and how quickly you request the start the federal obligation process.

Please note the steps listed below to initiate your project:

- Per the pending contract, this project must have construction funding authorized by FHWA no later than January 14, 2024 or the project will be automatically canceled, and funding withdrawn. This Program requirement cannot be waived nor can funding be secured simply through a contract extension.
- Please work with the Chattanooga Transportation Planning Organization (TPO) to get this project amended into the region's Transportation Improvement Program (TIP). You have 30 business days from the date of this letter to submit your project initiation packet. If you are unable to meet this deadline, a justification must be provided and approved.
- Familiarize yourself with the required procedures throughout the development of your project and visit the "Documents and Forms" section of TDOT's Local Programs Development Office website to obtain the latest version of the Local Government Guidelines Manual and other relevant information.
- Contact Katie Brown to complete Form 3-1: Project Initiation Form and Checklist to begin the project development process.

Once again, congratulations. Please reach out to TDOT.CMAQ@TN.gov with any questions moving forward.

Sincerely,

Joseph Galbato III
Interim Commissioner, Tennessee Department of Transportation

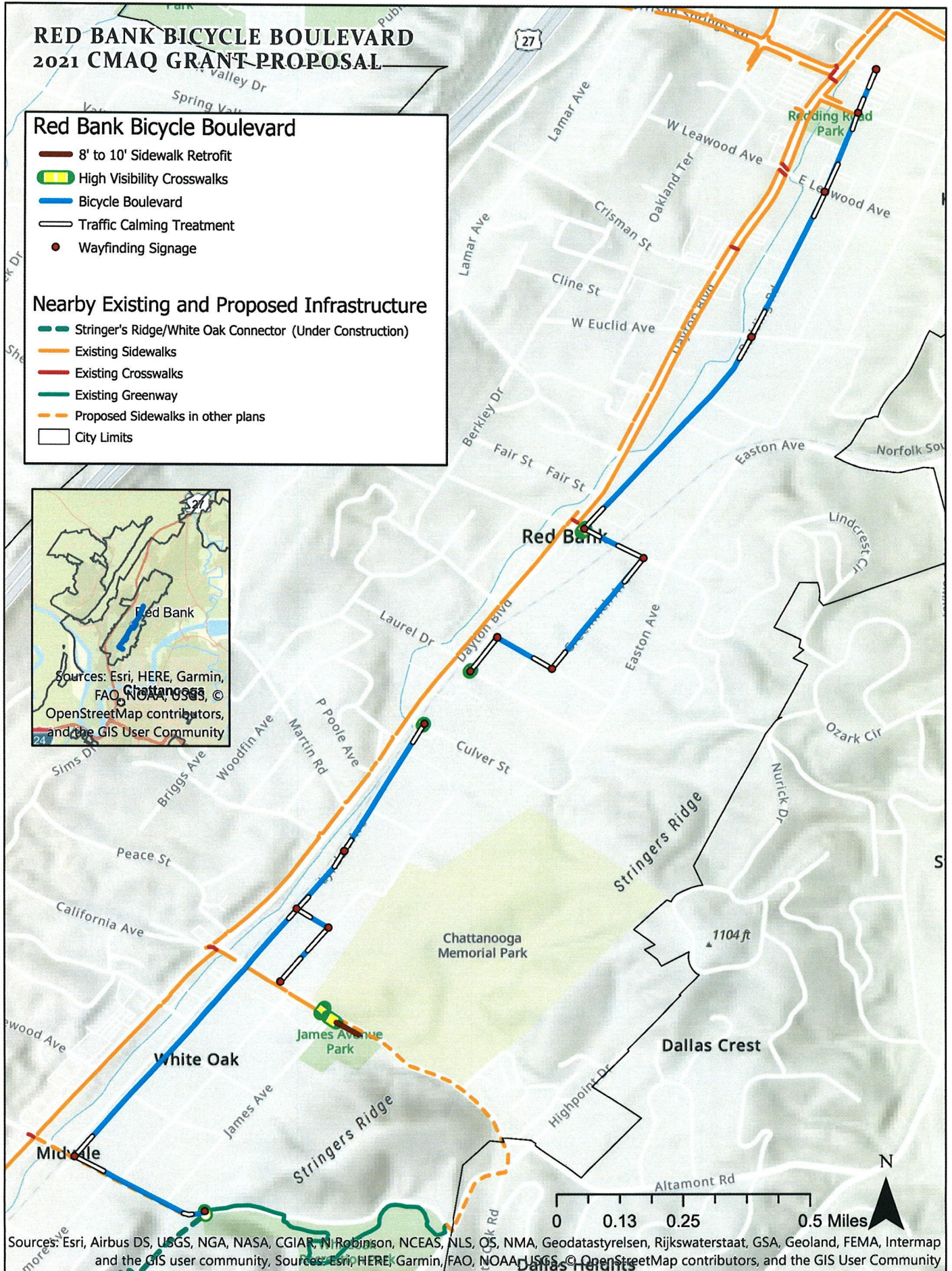
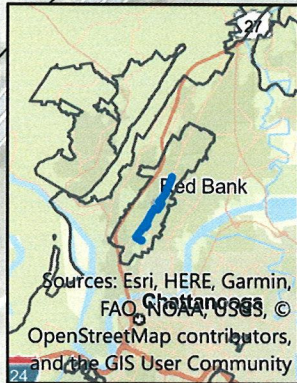
RED BANK BICYCLE BOULEVARD 2021 CMAQ GRANT PROPOSAL

Red Bank Bicycle Boulevard

- 8' to 10' Sidewalk Retrofit
- High Visibility Crosswalks
- Bicycle Boulevard
- Traffic Calming Treatment
- Wayfinding Signage

Nearby Existing and Proposed Infrastructure

- Stringer's Ridge/White Oak Connector (Under Construction)
- Existing Sidewalks
- Existing Crosswalks
- Existing Greenway
- Proposed Sidewalks in other plans
- City Limits



Sources: Esri, Airbus DS, USGS, NGA, NASA, CGIAR, N Robinson, NCEAS, NLS, OS, NMA, Geodatastyrelsen, Rijkswaterstaat, GSA, Geoland, FEMA, Intermap and the GIS user community, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community